



Easebourne Parish Council
Finance Committee
Minutes of Meeting held at
7.30pm on Wednesday 3rd April 2024
At Easebourne CE Primary School

Present – C.Sanderson (CS) – chairman, M Noble (MN), D Pack (DP), J Macdonald-Lawson (JML), D Kilty (DK) and T Baker (TB)

In attendance – E Tremaine (ET) – Parish Clerk, G Nicholls (GN).

1. **Public Question Time** – no questions.
2. **Apologies and Reasons for Absence** – none.
3. **Code of Conduct**
 - a) No declarations of interest
 - b) No dispensation requests
4. **Minutes of Last Meeting** – the minutes of the meeting held on Wednesday 6th March 2024 & Wednesday 13th March 2024 were agreed as a correct record and signed. Proposed by JML, seconded by DP.
5. **Finance Report Review**
 - a) Report on Previous Month Spend, Cash Flow and Spend Approvals.
 - i. Payments for the month were approved as follows:

Payee	Detail	Amount
Clerk	Salary - March	UNDISCLOSED
WSCC	Clerk Pension - March	UNDISCLOSED
HMRC	Tax - March	UNDISCLOSED
Clerk	Parish Office - March	UNDISCLOSED
Clerk	Parish Phone - March	£ 6.00
IONOS	Invoice 203041292245 - Direct Debit	£ 38.04
Pro-Tec	Invoice 1808 - security	£ 187.20
Pro-Tec	Invoice 1891 - security	£ 234.00
CDC	Invoice 603122674 - annual bin emptying	£ 666.42
Wettons	Invoice 155619 - WC maintenance	£ 642.86
WSALC	Invoice 1670 - Subscription	£ 733.98
Hooli	Invoice 16361 - IT assistance	£ 180.00
Hooli	Invoice 16378 - IT assistance	£ 24.00
Ian Milne	Reimbursement for hand sanitizer	£ 77.71
Ian Milne	Reimbursement for Community Star certificates	£ 13.99
Rialtas	Invoice SM29217 - Annual Invoice	£ 230.40
TOTAL PAYMENTS		£ 4,404.26

- b) **Income Review and Opportunities (Grants, Events and Community Interest Levy)**
 - i. Total of £383.22 received in interest in March.
 - ii. £19.30 received in donations from the new donation page on the website.

- iii. There was a discussion about interest rates for the Reserves and Grants accounts. **It was resolved that the clerk will look into moving a portion of reserves into a higher interest account – proposed by TB, seconded by DK - ACTION.**
- c) Asset Register – no changes
- d) Bank Balances as at 31/03/2024
 - i. Community Account – £57,770.01
 - ii. Reserves Account – £44,406.90
 - iii. Grants Account - £58,246.60
- 6. **Forecast Spend**
 - a) Sub Committee/Working Parties forecasts (including Requests for Funding)
 - b) Review Requests for Grants/Funding and Actions
 - i. KSS Air Ambulance – it was resolved to award the full amount requested - proposed by DP, seconded by JML.
- 7. **Card Payment System** – it has been suggested that it would be a good idea to have a card reader to take payments for donations at events etc. **It was resolved that the Clerk will look into pricing, proposed by TB, seconded by DK – ACTION.**
- 8. **Proposals to Parish Council** - none
- 9. **Date of Next Meeting** – 7.30pm Wednesday 1st May 2024

Meeting Closed at 20.02

Signed: _____ Date: _____
Chairman